

JACKSONVILLE CITY COUNCIL
REGULAR WORKSHOP MEETING

PROPOSED AGENDA

February 2, 2016

5:00 PM

CALL TO ORDER

ADOPTION OF AGENDA

ADOPTION OF MINUTES AND CONSENT ITEMS

MINUTES

January 19, 2016 Regular Workshop Meeting	2
January 19, 2016 Regular Meeting	10

CONSENT ITEMS

1. General Legislative Budget Amendment	20
2. Request to Waive Penalties for Jacksonville Occupancy Tax	34
3. Resolution Directing that Voluntary Annexation Petitions Be Investigated for Sufficiency Upon Receipt	35
4. Voluntary Annexation Petition – Carl J Beacham, Sr Trust – 1.14 Acres	37

CLOSED SESSION – For the purpose of consulting with the attorney in order to preserve the attorney client privilege pursuant to General Statute 143-318.11, subsection (a-3)

WORKSHOP TOPICS

3. Pre-Budget Items

ADJOURNMENT

COUNCIL MINUTES

REGULAR WORKSHOP MEETING

January 19, 2016

A special workshop meeting of the City Council of the City of Jacksonville was held Tuesday, January 19, 2016 beginning at 5:00 PM in Meeting Rooms A and B of Jacksonville City Hall. Present were: Mayor Sammy Phillips presiding; Mayor Pro-Tem Michael Lazzara and Council Members: Jerry Bittner, Randy Thomas, Bob Warden, and Jerome Willingham. Councilwoman Angelia Washington was absent. Also present were: Richard Woodruff, City Manager; Ronald Massey, Deputy City Manager; Glenn Hargett, Assistant Manager for Communications and Community Affairs; Gayle Maides, Finance Director; Michael Liquori, Director of Park Facilities; Susan Baptist, Director of Recreation Services; Mike Yaniero, Director of Public Safety; Carmen Miracle, City Clerk; and John Carter, City Attorney.

*A video recording of the Council Meeting is presently available for review on the City's website.

CALL TO ORDER

Mayor Sammy Phillips called the meeting to order at 5:02 PM.

ADOPTION OF AGENDA

A motion was made by Councilman Bittner, seconded by Councilman Warden, and unanimously approved to adopt the agenda as presented.

WORKSHOP TOPICS

STATUS REPORT/ADVISORY COMMITTEE-CITY COUNCIL SUMMIT

ECONOMIC JOB DIVERSITY

Mr. Ed Garris, Chairman of Jacksonville Onslow Economic Development thanked everyone for their time and especially Mr. Ron Massey, Assistant City Manager and said his input had been invaluable.

Using the PowerPoint presentation herein attached, Sheila Pierce Knight, Executive Director, JOED; provided an update on the progress in their 2015-2016 Business Plan. She stated they had been focusing on Marketing and Outreach and Market and Asset Development which were about reaching prospects and providing a portfolio of products to meet their needs in order to sell our community.

They track all inquiries coming into their office. To date they have had 36 leads or prospects and of those they had 16 that were active. Of the 36 that had inquired they were able to respond to 19 of those. She said a great many of the inquiries needed a building.

Their active JOED projects have been determined to have a bonafide potential and they currently had 3 new projects with 2 existing industry expansions which would account for approximately 103 new jobs.

She also said they monitored approximately 25 existing businesses in Jacksonville and Onslow County by engaging with them based on their needs.

Ms. Knight also said their work was a team effort. She commended the City for going above and beyond in terms of beautification as well as alleviating traffic issues. The City's public transportation had been handled well and development zones had been identified for growth and rebirth within the community. The planning and permitting departments had been streamlined in order to encourage development.

Economic Development was a long term process and many things had to be in place in order to make everything come together at the right time. She said in the last 5 years the JOED team had made a conscious effort to let the entire state of NC and the entire economic development world know Jacksonville was in the game and willing to participate.

Mayor Phillips asked if JOED had a copy of the master water and sewer plan for the City. Dan Oliver, Deputy Director, said he did not have a copy but knew who he could contact if he needed that information. Mayor Phillips said he felt it might be vitally important for JOED to have that information in order to aid future business development.

Mr. Oliver stated the Summit that was held by the City was very impressive. He said key items were transportation congestion and labor costs as well as water and sewer. He said significant amounts of water and sewer necessity had kept them out of the ballgame on several opportunities.

Mayor Phillips asked if there had been any progress made regarding a Railway from Jacksonville to Havelock. Ms. Pierce-Knight said it was an ongoing and fluid opportunity at this point. Mr. Massey said the study was moving forward with a steering committee who would meet monthly commencing in February.

Councilman Bittner said there had been success in the past with shell buildings. He asked if there were any plans for any more buildings of this type. Ms. Pierce-Knight said their Building and Sites Committee had been through all the data and evaluated what was needed. She said the next building would probably be done with a public/private partnership for some version of a new building.

Councilman Thomas asked what lessons had been learned from the last shell building. Ms. Pierce-Knight said it had been sold in 4 years and that was a good time frame, considering that when it was built, the market was rather slow.

Mayor Pro-Tem Lazzara said the City had responded to the call to action and he reviewed improvements including public transportation, intelligent transportation systems, traffic patterns were controlled and monitored; and moving around Jacksonville was much better. There was a bike and pedestrian plan, excellent water access, and the City had removed over 50 dilapidated buildings. Downtown redevelopment had continued to be a priority and millions of dollars were invested in water and sewer. He wanted to know if there was anything more the City needed to do in attracting business. Ms. Pierce-Knight said quality of life was not typically on the checklist they received from industries, but was one of those things that could take them off of a list quickly. Mr. Oliver said in the 13 years he had been here, he had seen significant changes that had taken place in the City for the better. He also said the investment in the infrastructure and beautification was absolutely significant when bringing a prospect to town.

A brief discussion ensued regarding broad band as Ms. Pierce-Knight said it had become as important as water. Mayor Pro-Tem Lazzara said he was glad to have it for his business purposes as well. And Mr. Oliver said it was a great asset for differentiating ourselves from other areas.

Councilman Willingham said we had targeted downtown redevelopment as being very important to the City. He wanted to know what JOED had done to target downtown. Ms. Pierce-Knight said it was a little beyond their scope to totally dedicate to the downtown area, however, some of the waterfront properties were always attractive when they had an inquiry. They did not have a specific part of their strategic plan dedicated to downtown redevelopment as they did not want to duplicate work being done by other entities.

WATER AND SEWER INFRASTRUCTURE

Using the PowerPoint presentation herein attached as Exhibit A, Deanna Trebil, Capital Projects Administrator, provided a brief overview of future growth and elaborated on the quality of life issues.

Ms. Trebil reviewed the State Transportation Improvement Plan which included the conceptual Airport Parkway off of Highway 111. The realignment consisted of evaluating Highway 111 from Highway 258 to the area directly in front of the airport. This project was identified as a four lane with a median and the possibility of four intersections. This was not a funded project at this time.

Water and sewer infrastructure needs were the Parkwood Regional Pump Station project which consisted of the extension of gravity sewer, trunk main, and various pump stations from along Western Boulevard Extension to the land application site.

She said future growth along Highway 17 North had been identified as well as Highway 17 South. The three projects that were identified would be discussed in the upcoming weeks as the proposed Capital Improvement Plan.

Quality of life issues were Gateway improvements, enhancements and beautification efforts at Parks, and Clean and Green initiatives.

RECESS

Mayor Phillips recessed the meeting at 5:58 PM for a brief break. Mayor Phillips reconvened the meeting at 6:05 PM.

CLOSED SESSION

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Warden, and unanimously adopted to convene a Closed Session at 6:06 PM for the purpose of consulting with the attorney in order to preserve the attorney client privilege pursuant to General Statute 143-318.11, subsection (a-3).

RECONVENE REGULAR WORKSHOP MEETING

Mayor Phillips reconvened the regular Workshop Meeting at 6:19 PM and announced that no reportable action had been taken in Closed Session.

CONVENTION CENTER/CONFERENCE SPACE

Using the PowerPoint presentation herein attached as Exhibit A, Glenn Hargett, Assistant Manager for Communications and Community Affairs discussed convention center and conference space. He reviewed the history of the idea and previous work. The subject was revisited in 2004 and in 2008. Prior to these dates there was no occupancy tax and no identifiable source of funding. The original site proposed was the Onslow Inn Site, located across the street from the Center for Public Safety. The initial plan included space for the Museum of the Marine to be located and for a hotel to wrap around the Civic Center and that plan was advanced by Hunter Interest who determined demographics and financing.

In 2003 the plan came back with Summit Hospitality who proposed a Hilton there, but the project did not have an identifiable source of funding.

He reviewed all of the currently available meeting space in Jacksonville as well as the Sturgeon City meeting space plans.

RECREATION WATER FEATURE – POOL

Referring to Exhibit A, Susan Baptist, Director of Recreation Services, provided a brief overview of aquatic facility timelines, local trends of aquatic facilities, swimming lessons, and Jack Amyette Splash Pad.

In response to the need from citizens they have been offering swimming lessons for the last five years. They utilize pools at local apartment complexes and this past summer they were able to provide service to 161 participants. This was for both youth and adults.

Ms. Baptist gave an update on the Splash Pad at Jack Amyette Park as well with it being in the last phase prior to construction. It would commence the end of February or beginning of March and would be in operation by the summer.

ADDRESSING OLDER NEIGHBORHOODS

Using Exhibit A, Ms. Lillie Gray, Community Development Administrator, reviewed the Office of Livable Neighborhoods.

The Office of Livable Neighborhoods was implemented in July of 2015 and its purpose was to partner with neighborhood organizations to help them improve their neighborhoods. Ms. Gray said they were the link between the neighborhood organizations and City services. The goal for the program was to encourage citizen led efforts in taking ownership in their

neighborhoods, assisting with conducting the needs they would like to see addressed and creating a new vision for their neighborhood. And to educate them about the City government, and how things were funded so expectations would be more realistic.

Neighborhoods would have to be officially registered to be recognized and there were currently two in the process. In order to participate they needed at least 10 percent of the residents on board as they wanted this to be a community voice, not an individual voice.

The initial pilot was with Bell Fork Homes and Bayshore Estates. Both groups met before Christmas with overwhelming success. In order to start the neighborhood assessment process they asked each area to complete surveys. Based upon what they had received thus far, street maintenance and repair and community education were the two main areas. Ms. Gray said this meant they wanted to know what was happening in their area and they need to be educated about things going on in their area that impact them. Their top concerns were: speeding in the neighborhoods, unkempt properties, and road and sidewalk improvements.

Since the initial meeting with the residents, they have held their first organizational meeting in Bayshore Estates and the street repaving process that was already under way has been completed. As a result of some of the comments during the meeting multiple drain issues have been resolved. Upcoming projects in that area are a sewer segment repair work and programmed in the FY18 CIP will be an evaluation of infrastructure along West Bayshore, water and sewer improvements which would then be followed by more street repaving.

Bell Fork Homes top two needs were more public transportation and street maintenance and repair. Their top concerns were unkempt properties, street lighting, speeding and vacant homes. Accomplishments in that area were the Wooten Park improvements and removal of safety hazards such as line of sight issues so pedestrians would not be hit by cars.

Mr. Woodruff said this initiative was about neighborhoods organizing to work together to solve problems and to have better communication with the City. All department representatives were on board with great success thus far.

Mayor Pro-Tem Lazzara asked if we had been helping them develop future goals. He wanted to know if there was an expected outcome of the program. Ms. Gray said there were expected outcomes and one of those would be to do the survey again in a year to make sure we had moved the meter on some of the items which had been brought to our attention and also to

help them better facilitate how they would lead their organization and govern on their own. It would also be about communicating with one another. Not knowing your neighbors was a barrier and if you know someone is hospitalized or ill you could understand why the grass had not been cut. Those types of relationships have to be built in order for the residents to be able to set goals and figure out how to implement them.

LOWERING CITY TAXES

Using the PowerPoint Presentation herein attached as Exhibit A, Gayle Maides reviewed tax rates; expenditures; efficient and economical operations; wise use of funds; new revenue; new growth; annexations and district development plans.

She stated the expenditures had been fairly level with about an 8 percent increase over a 5 year period. Councilman Bittner asked if this was all funds and Ms. Maides said it was just the General Fund.

In an effort to become more efficient and economical, she said fifteen total positions were cut in the budget last year and 7 of those were in the General Fund. One of the people in her office was re-assigned to Purchasing in order to establish centralized purchasing in order to make more economical and efficient choices. Last year we worked on paper and this year the focus would be janitorial supplies for more economical contracts by making purchases in bulk.

Mr. Woodruff said a cross section study group had been formed to review our contracts and how we write them, how we advertise for the contract bid awards, and where we could find an efficient way to combine things being purchased with contracts. Mrs. Maides will be leading that effort.

Mrs. Maides also stated in order to increase revenue we have been afforded the opportunity to become a Passport Agency. In the past 10 months we made \$84,000 in additional revenue. The Agent duties were assumed by current employees willing to accept additional tasks.

With regards to growth, she said it grows our tax base and keeps our tax rates lower by increasing the valuations of properties. She noted a few new businesses which have opened recently which have provided some growth. Infrastructure investments were being made to encourage annexation around the areas ripe for development. This included the District

Development Plan. The Plan would install basic infrastructure with a basis to recover costs from owners.

Mr. Woodruff said in terms of City incentives, this was one of the things the Mayor and Council had approved, instead of expecting a developer to bear all of the costs up front of extending water and sewer lines, which could be substantial, the City was now extending water and sewer lines to the edge of properties and then recovering those fees through a series of tiers for failures or fees. Councilman Warden asked about recouping costs and a brief discussion ensued.

Mr. Woodruff said in the coming month there would be some items requiring further direction from the Mayor and Council such as the City owned Onslow Inn site and direction would be needed as to when or if they wanted to market that property. Other items to be discussed would be the Sports Authority Project and further opportunities in the way of water activities in the community.

ADJOURNMENT

A motion was made by Councilman Thomas, seconded by Councilman Willingham, and unanimously adopted to adjourn the meeting at 6:47 PM.

COUNCIL MINUTES

REGULAR MEETING

January 19, 2016

A Regular Meeting of the City Council of the City of Jacksonville was held Tuesday, January 19, 2016 beginning at 7:00 PM in the Council Chambers of City Hall. Present were: Mayor Sammy Phillips presiding; Mayor Pro-Tem Michael Lazzara and Council Members: Jerry Bittner, Randy Thomas, Bob Warden, and Jerome Willingham. Councilwoman Angelia Washington was absent. Also present were: Richard Woodruff, City Manager; Ronald Massey, Deputy City Manager; Gayle Maides, Finance Director; Glenn Hargett, Assistant Manager for Communications and Community Affairs; Wally Hansen, Public Services Director; Mike Yaniero, Director of Public Safety; Susan Baptist, Director of Recreation Services; Rose Marshburn, Assistant Clerk; and John Carter, City Attorney.

*A video of the Council Meeting is presently available for review on the City's website.

CALL TO ORDER

Mayor Sammy Phillips called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

Councilman Bittner led the Pledge of Allegiance.

INVOCATION

Mr. Carter pronounced the invocation.

ADOPTION OF AGENDA

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Thomas, and unanimously approved to adopt the agenda as amended to remove the NCDOT Agreement – Carolina Forest Boulevard Resurfacing.

PRESENTATIONS

HOME HOLIDAY DECORATING CONTEST AWARDS PRESENTATION

The Home Holiday Decorating Contest, an initiative of the Jacksonville Environmental & Appearance Advisory Committee, was intended to encourage City residents to show their community pride and light up the City during the Holiday season. It was also meant to be a fun family activity.

For Outstanding Home Decorating for both Halloween & Thanksgiving, the home of Mr. Roberto Roccisiano and family of 101 Deloss Ct was the overwhelming winner in the opinion of the Committee and the public. The home in the Jacksonville Commons area featured very detailed designs, which led many other residents to stop for photos in front of the home.

For Outstanding Home Christmas Decorating, Cindy Edwards, of 210 Linwood Drive and family was the winner chosen by the Selection Committee and the public.

Recognition Committee Chairman, Mr. Patrick Carroll, assisted Mayor Phillips with the presentation of the awards to the Roccisiano family as Ms. Edwards was unable to attend..

SPECIAL RECOGNITION AWARD

Mayor Phillips presented a Clean and Green Award to Patrick Carroll which he was nominated for by the Environmental and Appearance Committee. Patrick spent many hours around the City picking up litter and had been a good steward to several of the memorials by using many of his own tools to trim and blow leaves in order to improve the appearance of the areas. As stated by the Mayor, Patrick's mission was personal but his work benefitted all.

JACKSONVILLE YOUTH COUNCIL OFFICERS OATH OF OFFICE

The Jacksonville Youth Council has served to give youth in Jacksonville a voice. The Council stands ready to advise the City Council, govern itself, perform public service and operate a Civic Youth Center for the City.

The Mayor administered the oath of office for the Officers who will guide the Youth Council for the remainder of this school year.

The Officers are as follows: Christian Kelly, Chairman; Lauren Phillips, Vice Chairman; Adejuwon Ojebuoboh, Secretary; Christina Freeman, Recorder; Tia Canada, Whit Oak High School Seat; Tati'yana Manguel, Jacksonville High School Seat; and Faith San Juan, Northside High School Seat. Chase Tucker, At Large Seat was absent.

Parents of the Youth Council officers attended and held their Bibles while they took their Oath of Office

PUBLIC COMMENT

Mr. Dwight Bletcher, 406 Spring Drive, addressed the Mayor and Council regarding Wounded Warrior Veterans and their concerns with health care, financial stability, and suicide. He invited all Veterans and Citizens to join him on February 2, 2016 at First Baptist Church, 153 Broadhurst Road, at 1:30 PM.

ADOPTION OF MINUTES AND CONSENT ITEMS

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Thomas, and unanimously approved to adopt the minutes of the January 5, 2016 Regular Workshop Meeting as presented, and adopt the consent items as presented except for the NCDOT Agreement – Carolina Forest Boulevard Resurfacing, which was removed for lacking necessary information.

CONSENT ITEMS

CITY CODE AMENDMENT – CHAPTER 2, ARTICLE V – ADVISORY BOARDS AND COMMITTEES

On April 3, 2012, Council adopted a revised ordinance establishing City Advisory Boards and Committees. At that time, all qualified serving members were given an opportunity to serve on their choice of Boards and Committees, which increased the size of the membership above the desired number for some of the Committees. As vacancies occurred, Council reduced the total membership of most of the Committees.

Due to recent vacancies over the past year the Water and Sewer Advisory Committee currently had nine members. Staff proposed to reduce the total authorized membership from eleven (11) members to the current nine (9) members.

Council adopted the Code Amendment as presented.

Ordinance 2016-02, Bk. 12, Pg. 364

TAX RELEASES, REFUNDS, AND WRITE-OFFS NOVEMBER 2015

The County/City Tax Collector and the City's Finance Director recommended releases, refunds, and write-offs of property taxes. The detailed list of these tax releases and refunds (that is, the listing by property name, amount, reason, etc.) was available in the Finance Office for review.

The tax releases, refunds, and write-offs as recommended by the City/County Tax Collector totaled, respectively, \$5,519.03, \$2,028.50 and \$1.31 (\$7,548.84).

Council approved the tax releases, refunds and write-offs.

FY 2016 GOVERNOR'S CRIME COMMISSION GRANT APPLICATION – IN-CAR CAMERA SYSTEMS

The Public Safety Department requested authorization to submit a pre-application for the FY 2016 Governor's Crime Commission (GCC) Grant Program. The Department prepared a proposal to apply for the grant funding to replace six in-car camera systems with upgraded technology and expenses for storage, software, licenses and training for the camera systems.

Council authorized the City Manager or his representative to submit a pre-application for the FY2016 GCC Grant on behalf of the City of Jacksonville. If selected for a funding award, staff would return to Council for formal grant acceptance and budget amendment.

PUBLIC HEARING

SPECIAL USE PERMIT AND TYPE III SITE PLAN – FREEDOM WORSHIP CENTER – 1250 OLD MAPLEHURST ROAD

Mayor Phillips swore in Mr. Jeremy Smith, Senior Planner. Mr. Smith stated that the Freedom Worship Center of Jacksonville submitted a Special Use Permit and Type III Site Plan application seeking approval of a proposed 6,615 square feet religious institution. The project was proposed on 4.55 acres of land at 1250 Old Maplehurst Road. The property had split zoning of Residential Single Family - 20 (RSF-20) and Residential Single Family – 7 (RSF-7), and within these zones religious institutions (church) required a Special Use Permit.

The proposed development was within the Extraterritorial Jurisdiction and would not impact the City's Sewer Allocation Policy.

Mayor Phillips recessed the regular meeting at 7:25 PM in order to convene the Public Hearing.

Mayor Phillips swore in Mr. John Pierce, 405 Johnson Boulevard. Mr. Pierce stated he was working for the Church and was present in order to answer any questions the Mayor and Council might have.

Mayor Phillips closed the Public Hearing at 7:30 PM and reconvened the regular meeting.

Mayor Pro-Tem Lazzara asked if the future expansion of Maplehurst Road had been considered. Mr. Smith responded that the transportation division reviewed the site plan and notified Mr. Pierce about the future plans. Mr. Pierce then worked with DOT to offset the property in order to take future road expansion into consideration.

A motion was made by Councilman Warden, seconded by Mayor Pro-Tem Lazzara, and unanimously adopted to approve the Special Use Permit and Site Plans with Findings of Fact A thru G being found in the affirmative, with the following condition: Submission and approval of a recombination plat prior to the building permit being applied for.

Ordinance 2016-03, Bk. 12, Pg. 365

LEGISLATIVE-MAP AMENDMENT – REZONING FROM RSF-7 TO OI – 140 PINEY GREEN ROAD

Jeremy Smith, Senior Planner stated United Pentecostal Church of Jacksonville submitted a rezoning request for .54 acres located at 140 Piney Green Road. The applicant was requesting the parcel currently zoned Residential Single Family 7 (RSF-7) be rezoned to Office and Institutional (OI). If approved the parcel would be allowed to be used more broadly. The proposed OI zoning was consistent with the City's future land use plans.

Councilman Thomas asked if there would be future development in this area.

Mr. Smith explained further that the church had come in to discuss signage and due to the residential zoning they would be very limited in the size of their sign. Rezoning to OI created more opportunity for a larger and more visible sign.

Mayor Phillips recessed the regular meeting at 7:35 PM in order to convene the Public Hearing.

Mr. John Jackson, 108 Country Club Drive, stated he was concerned about the market value of his home due to changing the zoning. He felt it would have a negative effect, however, he did not have an issue with the Church getting a sign, but he preferred they do so in a different way. Another concern was if something happened to the church there would be OI zoning right behind his home. He asked for the item to be tabled until this could be discussed by Council in more detail. He also noted concern over the short length of time between the notification letter and the date of the Public Hearing. He felt it was not enough time.

Mr. Matthew Drake, Associate Pastor, 747 Radiant Drive, spoke on behalf of the church and said the intent behind the request was due to the fact their Church sign had been removed by the DOT in the expansion of Piney Green Road. Their purpose was to replace their sign that had been there for quite a long time. Due to current regulations a residential sign would not be sufficient in their opinion, thus they sought the rezoning. The church has been there for over 30 years and they were looking to enhance and improve the look of the area.

Mayor Phillips asked Pastor Drake about the access to the property. Mr. Drake said there were two accesses from Piney Green Road.

Discussion was held. Mayor Phillips asked if it was Mr. Smith's opinion that this would be the correct zoning in this case. Mr. Smith said he felt it would be accurate as CAMA supported it and it had a historical status as a Church; however, with the widening of Piney

Green Road, the City would probably see a recombination of some of the smaller parcels and more intense development along that corridor.

Mayor Pro-Tem Lazzara said he saw this area becoming a major thoroughfare and retail center in the future. He thought the land use should be observed to see how it would exist and coexist with residential parcels.

Mr. Woodruff stated when the CAMA land use was put together initially the property across the street from the subject property was owned by one individual but was in the process of being developed with multiple entities. Part of the concept plan had been a larger apartment complex, commercial mixed use was determined at that time to accommodate multiple family and/or commercial development. The commercial development was proceeding as 4 or 5 site plans had been received and reviewed for development along the Highway 17 frontage. The multiple family project was no longer viable and had been withdrawn by the developer.

Mr. Woodruff went on to say that area would be changing based upon the completion of Piney Green Road and the eventual extension of Commerce Road when it connected with the new development property.

Mayor Pro-Tem Lazzara said he did not want to prohibit the Church from having a sign but there needed to be an acceptable solution.

Councilman Bittner said changing the zoning seemed extreme and pointed out that if Commerce Road was ever extended, rezoning would make the property more expensive to acquire. He asked if there was some means to accommodate the Church without rezoning, such as granting a variance.

Councilman Willingham asked if the sign had been destroyed through no fault of the Church, would it be permissible to replace it under the existing zoning. Mr. Ryan King, Planning and Permitting Administrator, replied that residential zoning districts allowed signs up to 32 square feet. (Monument style signs, 32 square feet) However, the church wanted to modernize the sign with an electronic message board at a much larger size than 32 square feet. The reason for the rezoning was to modernize the sign and go larger due to the commercial corridor.

Councilman Willingham asked again what provisions would there be for a sign to be replaced that was similar to the sign that had been there. Mr. King said DOT provided two options: If DOT elected to relocate a sign on site then it was allowed to be replaced, if DOT

bought the sign for full value then the replacement had to meet current DOT standards. He also said signage had been done both ways up and down Piney Green Road with the road work that had been occurring.

A motion was made by Councilman Bittner, seconded by Mayor Pro-Tem Lazzara, and unanimously adopted to defer action and direct that staff provide alternatives at their next regular meeting scheduled for February 16, 2016 and to recess the public hearing and reconvene at that time.

LEGISLATIVE-ANNEXATION OF LANDS OWNED BY THE MUNICIPALITY –
LAND DONATED TO CITY – 2.43 ACRES

Mr. Ron Massey, Assistant City Manager stated this was a voluntary annexation process for City owned property that was contiguous to the City limits. The property was two tracts (recently combined) totaling 2.43-acres located at the corner of Western Boulevard and Gateway North adjacent to the City's property at the Commons. Council accepted the donation of these tracts from Ken Whichard at the September 8, 2015 Council meeting with no conditions or obligations associated with the donation. The property was currently located in the extra territorial jurisdiction.

Councilman Bittner asked if the property being discussed abutted the McCray property. Mr. Massey said no, there was a City property between the McCray property and the tract being discussed.

Mayor Phillips recessed the regular meeting at 7:52 PM in order to convene the Public Hearing.

With no one desiring to speak Mayor Phillips closed the Public Hearing and reconvened the meeting at 7:53 PM.

A motion was made by Councilman Thomas, seconded by Councilman Warden and unanimously adopted to approve the annexation ordinance.

Ordinance 2016-03, Bk. 12, Pg. 365

LEGISLATIVE-UNIFIED DEVELOPMENT ORDINANCE TEXT AMENDMENT -
ARTICLE 2: ADMINISTRATION, SECTION 2.3 N: DEVELOPMENT
AGREEMENT

Ryan King, Planning and Permitting Administrator stated that back in October House Bill #44 became law and as a result the City was doing some housekeeping in order to revise the UDO so there would not be a conflict with what the NC General Statutes allowed.

Staff initiated a Unified Development Ordinance (UDO) text amendment that would adjust Section 2.3 pertaining to Development Agreements. These changes were required as result of recent changes made to the North Carolina General Statutes (160A-400.23). Staff also used this opportunity to review and revise Section 2.3 N Development Agreement.

Mayor Phillips recessed the regular meeting at 7:54 PM in order to convene the Public Hearing.

With no one desiring to speak Mayor Phillips closed the public hearing and reconvened the meeting at 7:55 PM.

A motion was made by Councilman Warden, seconded by Councilman Willingham and unanimously adopted to approve the ordinance.

Ordinance 2016-04, Bk. 12, Pg. 366

NON-CONSENT ITEMS

NCDOT AGREEMENT FOR LANDSCAPING ENHANCEMENTS- JACKSONVILLE PARKWAY AND WEST HUFF DRIVE

Mr. Ron Massey, Assistant City Manager stated in order to promote Clean & Green, staff had been working with NCDOT to plan, design and fund landscaping enhancements for several high volume roadway corridors. This project involved installation of landscaping along the entire length of Jacksonville Parkway and West Huff Drive.

Landscaping improvements would be installed by the City through a contracted services agreement, with NCDOT reimbursing for costs not to exceed \$365,273.56. The City would be responsible for long-term maintenance of landscaping enhancements.

Councilman Warden asked if the landscaping enhancements would take into consideration the possible addition of an on ramp from Hwy 17 N. Mr. Massey said yes.

Councilman Bittner asked about the maintenance and if it was contract work. Mr. Massey said it would be low maintenance and would be contract work due to the dollar value of the project as this was money that had been set aside from DOT for landscaping.

A motion was made by Councilman Bittner, seconded by Mayor Pro-Tem Lazzara and unanimously adopted to approve the NCDOT Agreement, Budget Amendment and CIP Amendment as presented.

Ordinance 2016-05, Bk. 12, Pg. 373

Ordinance 2016-06, Bk. 12, Pg. 374

PUBLIC COMMENT

Mr. David Williams, 109 Shadowbrook Drive, commended the Mayor and Council for their recent Workshop meeting with regards to Diversity in the workforce and speaking about it on G10 and publicizing the information. He wanted to address his thoughts on why so many minorities did not apply for positions locally. He cited the Onslow County School System and the Onslow County Sheriff's Department with having few to no minorities in their workforce. He said he had brought this to their attention and had no response. He stated in his opinion young minorities had nothing to look forward to here.

Ms. Leah Turner, 212 Savoy Lane, working to get an initiative for a YMCA in Jacksonville, said she knew there was not enough funds in the City budget for a YMCA, however, she asked that it be considered. She was very passionate about the programs available with a YMCA organization and the sense of community that developed when you had a place for everyone to feel on a level playing field. She also felt it benefitted City Parks and Recreation to collaborate with Non-Profits like the YMCA. She asked that we work with the County to bring a YMCA to Jacksonville and Onslow County.

REPORTS

MARTIN LUTHER KING BLACK AND WHITE SCHOLARSHIP BALL

Councilman Willingham said he attended the Montford Point Marine Association Ball and it had been a wonderful event. He reviewed that MPMA did so much to contribute to the community by offering scholarships and they were also in the process of building a monument at the Memorial Gardens.

ONWASA ELECTIONS

Councilman Bittner stated ONWASA recently held their annual election of officers. The Chairman will be Mayor Greg Hines from Holly Ridge, Vice Chair will be Commissioner WC Jarman, Secretary will be Commissioner Barbara Ikner.

He also reported that the northwest trunk line from Burton Park to the Northwest new treatment plant was completed, therefore Onslow County terminated its agreement with the City for treatment of leachate from the County's landfill.

75TH ANNIVERSARY PARADE 2ND MARINE DIVISION

Mr. Woodruff stated the 75th Anniversary Parade for the 2nd Marine Division would be held February 6th at 10:00 AM on New Bridge Street in front of City Hall. He wanted the public

to know there would be off-site parking facilities which would be advertised and there would be free bus rides from the off-site facilities to City Hall. He felt this would be a phenomenal opportunity to see the Marine Corps in action: there would be moving pieces of equipment as well as marching troops, and static displays. He encouraged the public to attend this celebration.

ONSLow COMMUNITY OUTREACH

Mr. Woodruff stated recently the City Council approved a grant opportunity for the Onslow Community Outreach with regards to installing a fire sprinkler system and other improvements at the building located on Hargett Street. He said the project was moving along well, bids had been received and analysis of the bids had begun. The expected completion date for the sprinklers was mid April.

ADJOURNMENT

A motion was made by Councilman Willingham, seconded by Councilman Thomas, and unanimously adopted to adjourn the meeting at 8:11 PM.



Request for City Council Action

**Consent
Agenda
Item:**

1

Date: 2/2/2016

Subject: General Budget Amendment

Department: Finance

Presented by: Gayle Maides, Finance Director

Presentation: No

Issue Statement

Several departments submitted budget amendment requests since the last legislative budget amendment. The details of the adjustments are shown in the staff report.

Financial Impact

None

Action Needed

Consider the Budget Amendment

Recommendation

Staff recommends Council approve the Budget Amendment

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Proposed Budget Amendment



Staff Report

Consent
Agenda
Item:

1

General Budget Amendment

Revenue Appropriations - This amendment seeks to appropriate revenues received over budget in the funds and projects listed below:

General Fund – appropriate donation from River of Life Church; appropriate miscellaneous revenue; appropriate additional lease purchase revenue.

Information Technology Services Fund – appropriate revenue from Onslow County; appropriate additional lease purchase revenue.

800MHz Radio System Upgrade (PD1101) – appropriate revenues received from Onslow County to be used towards project expenditures.

Restricted State DEA Project (PD0504) – appropriate revenues received to be used towards project expenditures.

Restricted Federal DEA Project (PD0503) – appropriate revenues received to be used towards project expenditures.

Jacksonville Landing Park (GF1215) – appropriate revenues received from Onslow County to be used towards project expenditures.

Fund Balance Appropriations

- This amendment seeks to appropriate Stormwater Fund Balance to be used for fund expenditures related to Onslow County Consolidated Human Health Services Building.
- This amendment seeks to appropriate Water & Sewer Fund Balance to I&I FY15-16 project (SF1501) to be used for project expenditures.

Project Closeouts - This amendment seeks to closeout the following completed projects. Balances remaining within the projects will be transferred back to the original funding source.

Fair Winds Property (GF1408)

FY14 Water Line Replacement (WF1401)

FY12 Water Line Replacement (WF1201)

FY14 Sewer Replacement (SF1401)

Western Pkwy Utility Relocation (SF1004)

Vietnam Veterans Memorial (GF0314)

Wooten Park (GF1119)

Splash Pad (GF1303)

Median Improvement Phase I-Johnson (GF1407)

Northeast Creek Lagoon (GR0701)

Barn Street Sewer Replacement (SF1303)

**Brookview Forcemain Replacement (SF1302)
Park Lane/Stratford W&S (WF1501)**

Miscellaneous

- This amendment seeks to adjust Powell Bill allocation to actual.
- This amendment seeks to close FY13 & FY14 Street Rehabilitation (GF1409) and FY15 Street Rehabilitation (GF1504) and transfer balance to FY16 Street Rehabilitation (GF1602).
- This amendment seeks to close GCC-Domestic Violence (PD1304) and transfer balance to Restricted Federal DEA Project (PD0503).
- This amendment seeks to close FY12 Sidewalk Installation (GF1202), FY13 Sidewalk Installation (GF1308) and FY14 Sidewalk Installation (GF1404) and transfer balance to FY16 Sidewalk Installation (GF1601).
- This amendment seeks to adjust project revenue and project expenditure to actual contract amount for Jacksonville Pkwy/West Huff Landscaping (GR1601).

Stakeholders

- The Citizens of the City of Jacksonville
- The City of Jacksonville

Options

Option 1: Approve the budget amendment. **STAFF RECOMMENDED**

Pros: Revenues will be appropriated and accurately adjusted, necessary transfers will be made and funds will be provided for current City initiatives.

Cons: None

Option 2: Do not approve the budget amendment.

Pros: None

Cons: Revenues will not be reflected accurately and projects and initiatives will not have sufficient funding for execution.

ORDINANCE (2016-)

AN ORDINANCE AMENDING THE FISCAL YEAR 2016 BUDGET

BE IT ORDAINED by the City Council of the City of Jacksonville, North Carolina that the following amendment to the Fiscal Year 2016 General Fund, Water and Sewer Fund, Stormwater Fund, Special Revenue Funds, Capital Reserve Fund, Capital Project Funds and Information Technology Services Fund budgets are hereby enacted:

WATER AND SEWER FUND

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM CAPITAL PROJECTS	1,379,400	2,334,048	3,713,448
APPROPRIATED RETAINED EARNINGS	8,151,823	(1,886,171)	6,265,652
TRANSFER FROM SPECIAL REVENUE	-	29,023	29,023
TOTAL ADJUSTMENTS		476,900	
TOTAL FUND REVENUES	32,153,817	476,900	32,630,717

EXPENDITURES	BUDGET	CHANGE	TOTAL
ENGINEERING	2,075	306,900	308,975
TRANSFER TO WATER/SEWER CAPITAL PROJECT	6,178,650	170,000	6,348,650
TOTAL ADJUSTMENTS		476,900	
TOTAL PROJECT EXPENDITURES	32,153,817	476,900	32,630,717

To receive a transfer of \$44,397 for the closeout of the FY14 Water Line Replacement project (WF1401); to receive a transfer of \$62,714 for the closeout of the FY12 Water Line Replacement project (WF1201); to receive a transfer of \$58,000 from the FY14 Sewer Replacement project (SF1401); to receive a transfer of \$31,951 for the closeout of the Western Pkwy Utility Relocation project (SF1004); to receive a transfer of \$29,023 for the closeout of the Northeast Creek Lagoon project (GR0701); to receive a transfer of \$303,265 for the closeout of the Barn Street Sewer Replacement project (SF1303); to receive a transfer of \$359,596 for the closeout of the Brookview Forcemain Replacement project (SF1302); to appropriate \$41,900 of closed project to fund water line relocations at Onslow County Consolidated Human Health Services Building; to receive a transfer of \$1,474,125 for the closeout of the Park Lane/Stratford W&S project (WF1501); to appropriate \$170,000 of closed project to I & I FY15-16 project (SF1501).

GENERAL FUND

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM CAPITAL PROJECTS	469,429	24,808	494,237
APPROPRIATED FUND BALANCE	2,492,049	(10,174)	2,481,875
INSTALLMENT PURCHASE REVENUE	1,100,800	700	1,101,500
MISCELLANEOUS REVENUE	-	12,000	12,000
RESTRICTED INTERGOVERNMENTAL - STATE	1,860,000	(44,519)	1,815,481
TOTAL ADJUSTMENTS		(17,185)	
TOTAL PROJECT REVENUES	47,309,770	(17,185)	47,292,585

EXPENDITURES	BUDGET	CHANGE	TOTAL
LEGAL EXPENDITURES	12,975	14,634	27,609
FIRE EXPENDITURES	68,108	450	68,558
RECREATION EXPENDITURES	109,566	12,250	121,816
TRANSFERS OUT CAPITAL PROJECTS POWELL BILL	1,909,536	(44,519)	1,865,017
TOTAL ADJUSTMENTS		(17,185)	
TOTAL PROJECT EXPENDITURES	47,309,770	(17,185)	47,292,585

To receive a transfer of \$14,634 for the closeout of the Fair Winds Property project (GF1408); to receive a transfer of \$10,174 for the closeout of the Wooten Park project (GF1119); to adjust Powell Bill allocation to actual; to appropriate revenue from River of Life Church to Recreation Expenditures; to appropriate Miscellaneous Vending Revenue to Recreation Expenditures;

STORMWATER FUND

REVENUES	BUDGET	CHANGE	TOTAL
APPROPRIATED FUND BALANCE	(36,540)	85,300	48,760
TOTAL ADJUSTMENTS		85,300	
TOTAL PROJECT REVENUES	3,000,907	85,300	3,086,207

EXPENDITURES	BUDGET	CHANGE	TOTAL
DRAINAGE EXPENDITURES	-	85,300	85,300
TOTAL ADJUSTMENTS		85,300	
TOTAL PROJECT EXPENDITURES	3,000,907	85,300	3,086,207

To appropriate Stormwater Fund Balance for Stormwater infrastructure replacement and surveying at Onslow County consolidated Human Health Services Building.

FAIR WINDS PROPERTY (GF1408)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	83,100	(14,634)	68,466
TRANSFER TO GENERAL FUND	-	14,634	14,634
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	83,100	-	83,100

To close out project and transfer remaining funds of \$14,634 to the General Fund.

FY14 WATER LINE REPLACEMENT (WF1401)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	124,450	(44,397)	80,053
TRANSFER TO WATER/SEWER FUND	-	44,397	44,397
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	124,600	-	124,600

To close out project and transfer remaining funds of \$44,397 to the Water/Sewer Fund.

FY12 WATER LINE REPLACEMENT (WF1201)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,211,300	(62,714)	1,148,586
TRANSFER TO WATER/SEWER FUND	-	62,714	62,714
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	1,211,300	-	1,211,300

To close out project and transfer remaining funds of \$62,714 to the Water/Sewer Fund.

FY14 SEWER REPLACEMENT (SF1401)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	158,000	(58,000)	100,000
TRANSFER TO WATER/SEWER FUND	-	58,000	58,000
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	1,211,300	-	1,211,300

To close out project and transfer remaining funds of \$58,000 to the Water/Sewer Fund.

WESTERN PKWY UTILITY RELOCATION (SF1004)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	409,000	(31,951)	377,049
TRANSFER TO WATER/SEWER FUND	-	31,951	31,951
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	409,000	-	409,000

To close out project and transfer remaining funds of \$31,951 to the Water/Sewer Fund.

FY13 & FY14 STREET REHABILITATION (GF1409)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,863,092	(791,811)	1,071,281
TRANSFER TO CAPITAL PROJECTS POWELL BILL	-	791,811	791,811
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	1,863,092	-	1,863,092

To close out project and transfer remaining funds of \$791,811 to the FY16 Street Rehabilitation (GF1602).

FY15 STREET REHABILITATION (GF1504)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	742,000	(83,088)	658,912
TRANSFER TO CAPITAL PROJECTS POWELL BILL	-	83,088	83,088
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	1,863,092	-	1,863,092

To close out project and transfer remaining funds of \$83,088 to the FY16 Street Rehabilitation (GF1602).

FY16 STREET REHABILITATION (GF1602)

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM CAPITAL PROJECT POWELL BILL	830,000	874,899	1,704,899
TOTAL ADJUSTMENTS		874,899	
TOTAL PROJECT REVENUES	830,000	874,899	1,704,899

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	830,000	874,899	1,704,899
TOTAL ADJUSTMENTS		874,899	
TOTAL PROJECT EXPENDITURES	830,000	874,899	1,704,899

To receive a transfer of \$874,899 for the closeout of the FY13 & FY14 Street Rehabilitation project (GF1409) and the FY15 Street Rehabilitation project (GF1504).

VIETNAM VETERANS MEMORIAL (GF0314)

REVENUES	BUDGET	CHANGE	TOTAL
PROJECT REVENUE	83,205	(17)	83,188
TOTAL ADJUSTMENTS		(17)	
TOTAL PROJECT REVENUES	1,133,205	(17)	1,133,188

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,133,205	(23)	1,133,182
TRANSFER TO CAPITAL RESERVE	2	6	8
TOTAL ADJUSTMENTS		(17)	
TOTAL PROJECT EXPENDITURES	1,133,205	(17)	1,133,188

To close out project and transfer remaining funds of \$6 to Capital Reserve (GF7099).

CAPITAL RESERVE PROJECT (GF7099)

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM CAPITAL PROJECT	3,312,799	127,947	3,440,746
TOTAL ADJUSTMENTS		127,947	
TOTAL PROJECT REVENUES	38,940,769	127,947	39,068,716

EXPENDITURES	BUDGET	CHANGE	TOTAL
RESERVE FOR COUNCIL INITIATIVES	1,349,900	127,947	1,477,847
TOTAL ADJUSTMENTS		127,947	
TOTAL PROJECT EXPENDITURES	38,940,769	127,947	39,068,716

To receive transfer of \$6 from the closeout of Vietnam Veterans Memorial Project (GF0314); to receive transfer of \$125,000 from the closeout of Splash Pad project (GF1303); to receive transfer of \$2,941 from the closeout of Median Improvement Phase I-Johnson project (GF1407).

WOOTEN PARK (GF1119)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	16,211	(10,174)	6,037
TRANSFER TO GENERAL FUND	-	10,174	10,174
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	303,500	-	303,500

To close out project and transfer remaining funds of \$10,174 to General Fund.

SPLASH PAD (GF1303)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	125,000	(125,000)	-
TRANSFER TO CAPITAL RESERVE	-	125,000	125,000
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	125,000	-	125,000

To close out project and transfer remaining funds of \$125,000 to Capital Reserve (GF7099).

MEDIAN IMPROVEMENT PHASE I-JOHNSON (GF1407)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	80,200	(2,941)	77,259
TRANSFER TO CAPITAL RESERVE	-	2,941	2,941
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	80,200	-	80,200

To close out project and transfer remaining funds of \$2,941 to Capital Reserve (GF7099).

GCC-DOMESTIC VIOLENCE (PD1304)

REVENUES	BUDGET	CHANGE	TOTAL
PROJECT REVENUE	171,191	(42,373)	128,818
TOTAL ADJUSTMENTS		(42,373)	
TOTAL PROJECT REVENUES	171,191	(42,373)	128,818
EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	171,191	(56,299)	114,892
TRANSFER TO SPECIAL REVENUE	-	13,926	13,926
TOTAL ADJUSTMENTS		(42,373)	
TOTAL PROJECT EXPENDITURES	171,191	(42,373)	128,818

To close out project and transfer remaining funds of \$13,926 to Restricted Federal DEA (PD0503).

RESTRICTED FEDERAL DEA PROJECT (PD0503)

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM SPECIAL REVENUE	2,962	13,926	16,888
TOTAL ADJUSTMENTS		13,926	
TOTAL PROJECT REVENUES	1,374,180	13,926	1,388,106
EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	453,194	13,926	467,120
TOTAL ADJUSTMENTS		13,926	
TOTAL PROJECT EXPENDITURES	1,374,180	13,926	1,388,106

To receive transfer of \$13,926 from the closeout of GCC-Domestic Violence (PD1304).

NORTHEAST CREEK LAGOONS (GR0701)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	650,000	(29,023)	620,977
TRANSFER TO WATER/SEWER FUND	-	29,023	29,023
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	650,000	-	650,000

To close out project and transfer remaining funds of \$29,023 to Water/Sewer Fund.

BARN STREET SEWER REPLACEMENT (SF1303)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	944,200	(303,265)	640,935
TRANSFER TO WATER/SEWER FUND	-	303,265	303,265
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	944,200	-	944,200

To close out project and transfer remaining funds of \$303,265 to Water/Sewer Fund.

BROOKVIEW FORCEMAIN REPLACEMENT (SF1302)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	680,000	(359,596)	320,404
TRANSFER TO WATER/SEWER FUND	120,000	359,596	479,596
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	800,000	-	800,000

To close out project and transfer remaining funds of \$359,596 to Water/Sewer Fund.

FY12 SIDEWALK INSTALLATION (GF1202)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	118,000	(5,696)	112,304
TRANSFER TO CAPITAL PROJECT POWELL BILL	-	5,696	5,696
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	118,000	-	118,000

To close out project and transfer remaining funds of \$5,696 to the FY16 Sidewalk Installation (GF1601).

FY13 SIDEWALK INSTALLATION (GF1308)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	175,934	(46,458)	129,476
TRANSFER TO CAPITAL PROJECT POWELL BILL	-	46,458	46,458
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	180,000	-	180,000

To close out project and transfer remaining funds of \$46,458 to the FY16 Sidewalk Installation (GF1601).

FY14 SIDEWALK INSTALLATION (GF1404)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	360,000	(7,426)	352,574
TRANSFER TO CAPITAL PROJECT POWELL BILL	-	7,426	7,426
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	360,000	-	360,000

To close out project and transfer remaining funds of \$7,426 to the FY16 Sidewalk Installation (GF1601).

FY16 SIDEWALK INSTALLATION (GF1601)

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM CAPITAL PROJECT POWELL BILL	100,000	59,580	159,580
TOTAL ADJUSTMENTS		59,580	
TOTAL PROJECT REVENUES	100,000	59,580	159,580

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	100,000	59,580	159,580
TOTAL ADJUSTMENTS		59,580	
TOTAL PROJECT EXPENDITURES	100,000	59,580	159,580

To receive transfer of \$5,696 from the closeout of FY12 Sidewalk Installation project (GF1202); to receive transfer of \$46,458 from the closeout of FY13 Sidewalk Installation project (GF1308); to receive transfer of \$7,426 from the closeout of FY14 Sidewalk Installation project (GF1404).

INFORMATION TECHNOLOGY SERVICES FUND

REVENUES	BUDGET	CHANGE	TOTAL
CHARGES FOR SERVICES	-	25,200	25,200
INSTALLMENT PURCHASE REVENUE	179,522	478	180,000
APPROPRIATED RETAINED EARNINGS	88,187	(25,200)	62,987
TOTAL ADJUSTMENTS		478	
TOTAL PROJECT REVENUES	3,300,773	478	3,301,251

EXPENDITURES	BUDGET	CHANGE	TOTAL
FUND EXPENDITURES	233,794	478	234,272
TOTAL ADJUSTMENTS		478	
TOTAL PROJECT EXPENDITURES	3,300,773	478	3,301,251

To appropriate revenue in the amount of \$25,200 from Onslow County for fiber repairs; to appropriate \$478 of additional Lease Purchase Revenue.

STREET IMPROVEMENTS (GF9103)

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM GENERAL FUND	11,768,756	(44,519)	11,724,237
TOTAL ADJUSTMENTS		(44,519)	
TOTAL PROJECT REVENUES	24,465,804	(44,519)	24,421,285

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	7,727,521	(44,519)	7,683,002
TOTAL ADJUSTMENTS		(44,519)	
TOTAL PROJECT EXPENDITURES	24,465,804	(44,519)	24,421,285

To adjust Powell Bill transfer from General Fund.

800MHz RADIO SYSTEM UPGRADE (PD1101)

REVENUES	BUDGET	CHANGE	TOTAL
PROJECT REVENUE	2,542,829	9,745	2,552,574
TOTAL ADJUSTMENTS		9,745	
TOTAL PROJECT REVENUES	2,542,829	9,745	2,552,574

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	2,542,829	9,745	2,552,574
TOTAL ADJUSTMENTS		9,745	
TOTAL PROJECT EXPENDITURES	2,542,829	9,745	2,552,574

To appropriate revenue from Onslow County to project expenditures.

RESTRICTED STATE DEA (PD0504)

REVENUES	BUDGET	CHANGE	TOTAL
PROJECT REVENUE	394,461	1,140	395,601
TOTAL ADJUSTMENTS		1,140	
TOTAL PROJECT REVENUES	394,461	1,140	395,601

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	394,461	1,140	395,601
TOTAL ADJUSTMENTS		1,140	
TOTAL PROJECT EXPENDITURES	394,461	1,140	395,601

To appropriate revenue from DEA in the amount of \$1,122 and Investment Earnings in the amount of \$18 to project expenditures.

RESTRICTED FEDERAL DEA (PD0503)

REVENUES	BUDGET	CHANGE	TOTAL
PROJECT REVENUE	1,374,180	766	1,374,946
TOTAL ADJUSTMENTS		766	
TOTAL PROJECT REVENUES	1,374,180	766	1,374,946

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,374,180	766	1,374,946
TOTAL ADJUSTMENTS		766	
TOTAL PROJECT EXPENDITURES	1,374,180	766	1,374,946

To appropriate revenue from DEA in the amount of \$766 to project expenditures.

JACKSONVILLE PKWY/WEST HUFF LANDSCAPPING (GR1601)

REVENUES	BUDGET	CHANGE	TOTAL
PROJECT REVENUE	366,000	(726)	365,274
TOTAL ADJUSTMENTS		(726)	
TOTAL PROJECT REVENUES	366,000	(726)	365,274

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	366,000	(726)	365,274
TOTAL ADJUSTMENTS		(726)	
TOTAL PROJECT EXPENDITURES	366,000	(726)	365,274

To adjust Project Revenue and Project Expenditures to actual contract amount.

JACKSONVILLE LANDING PARK (GF1215)

REVENUES	BUDGET	CHANGE	TOTAL
PROJECT REVENUE	2,060,700	50,000	2,110,700
TOTAL ADJUSTMENTS		50,000	
TOTAL PROJECT REVENUES	2,060,700	50,000	2,110,700

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	2,060,700	50,000	2,110,700
TOTAL ADJUSTMENTS		50,000	
TOTAL PROJECT EXPENDITURES	2,060,700	50,000	2,110,700

To appropriate revenue from Onslow County in the amount of \$50,000 to project expenditures.

PARK LANE/STRATFORD W&S (WF1501)

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,481,000	(1,474,125)	6,875
TRANSFER TO MAJOR ENTERPRISE	-	1,474,125	1,474,125
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	1,481,000	-	1,481,000

To close out project and transfer remaining funds of \$1,474,125 to the Water/Sewer Fund.

I & I FY15-16 (SF1501)

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER IN FROM MAJOR ENTERPRISE	767,856	170,000	937,856
TOTAL ADJUSTMENTS		170,000	
TOTAL PROJECT REVENUES	2,060,700	170,000	2,230,700

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	767,856	170,000	937,856
TOTAL ADJUSTMENTS		170,000	
TOTAL PROJECT EXPENDITURES	2,060,700	170,000	2,230,700

To receive transfer from Water/Sewer Fund.

This ordinance shall be effective upon its adoption.

ADOPTED by the Jacksonville City Council in regular session this 2nd day of February 2016.

ATTEST:

Sammy Phillips, Mayor

Carmen K. Miracle, City Clerk

Attachment

A



Request for City Council Action

**Consent
Agenda
Item:** **2**
Date: 2/2/2016

Subject: Request to Waive Penalties for Jacksonville Occupancy Tax

Department: Legal & Finance

Presented by: John Carter, City Attorney and Gayle Maides, Finance Director

Presentation: No

Issue Statement

The agent of one hotel within the City has sent in a Request to Waive Penalties for payments made in November 2015 for Occupancy Taxes collected in October 2015. The reason for the request is due to the illness and death of an immediate family member of the owner of the hotel which prevented compliance because the owner was out of town for three weeks.

The agent of another hotel within the City has sent in a Request to Waive Penalties for payments made in October and November 2015 for Occupancy Taxes collected in September and October 2015. The reason for the request is that the hotel just opened in September and they were unaware they owed Occupancy Taxes to the City.

Neither of these hotels have had penalties waived in the past.

Council has authority to approve these requests pursuant to the authority granted to them by G.S. 160-215 and City Resolution 2010-14 which reads "The City Council has the same authority to waive the penalties for a room occupancy tax that the Secretary of Revenue has to waive the penalties for state sales and use taxes."

Financial Impact

There is no Financial Impact to the City.

Action Needed

Consider the Request to Waive Penalties.

Recommendation

Staff recommends Council approve the Request to Waive Penalties.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

None



Request for City Council Action

**Consent
Agenda
Item:** 3
Date: 2/2/2016

Subject: Resolution Directing that Voluntary Annexation Petitions Be Investigated for Sufficiency Upon Receipt
Department: City Clerk's Office
Presented by: Carmen K. Miracle, City Clerk
Presentation: No

Issue Statement

There are three required steps for the Voluntary Annexation process:

- 1) Council passes a Resolution directing the City Clerk to investigate the sufficiency of the voluntary petition;
- 2) Council receives the Certificate of Sufficiency/Sets a Public Hearing, and
- 3) Council conducts a Public Hearing/Considers the Annexation Ordinance.

To assist development with a more timely process, many cities and towns have requested authorization to streamline the process by asking Council to authorize that all voluntary annexation petitions may be investigated for sufficiency upon receipt.

Recent Council meeting changes (one meeting per month in which a public hearing may be scheduled) could result in additional time to complete a voluntary annexation, which could cost a developer time and money.

Staff respectfully requests Council consider streamlining the process by adopting the attached Resolution authorizing voluntary annexation petitions to be investigated for sufficiency upon receipt. This action would shorten the process by eliminating the need for Council to authorize this action for each individual annexation request.

Financial Impact

None. However, this will help facilitate a more timely voluntary annexation process and assist developers to move forward with their projects sooner.

Action Needed

Consider Proposed Resolution

Recommendation

Staff recommends Council adopt the Resolution as presented.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Proposed Resolution

RESOLUTION (2016-)

RESOLUTION AUTHORIZING VOLUNTARY ANNEXATION PETITIONS BE
INVESTIGATED FOR SUFFICIENCY UPON RECEIPT

WHEREAS, a streamlined voluntary annexation process will help facilitate a more timely voluntary annexation process and assist developers to move forward with their projects sooner, saving them time and money;

WHEREAS, G. S. 160A-31 provides that the sufficiency of an annexation petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Jacksonville deems it advisable to streamline the process;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Jacksonville that:

The City Clerk is hereby authorized to investigate the sufficiency of voluntary annexation petitions upon receipt and the City Clerk shall then certify the results to the City Council by placing the matter on the next available Council meeting agenda for consideration.

Adopted by the Jacksonville City Council in regular session this 2nd day of February, 2016.

Sammy Phillips, Mayor

ATTEST:

Carmen K. Miracle, City Clerk

Attachment

A



Request for City Council Action

**Consent
Agenda
Item:** **4**
Date: 2/2/2016

Subject: Voluntary Annexation Petition – Carl J Beacham Sr Trust – 1.14 Acres
Department: City Clerk's Office
Presented by: Carmen K. Miracle, City Clerk
Presentation: No

Issue Statement

On behalf of Carl J. Beacham Sr Trust, TriCorp Investments, LLC has submitted petitions for a voluntary annexation of a 1.14 acre parcel that is contiguous to the current City limit boundaries.

The tract is located on Western Blvd Ext adjacent to Marine Federal Credit Union and across from Forum Road. The site is surrounded by the corporate limits. The developers anticipate locating a Aldi grocery store on the site.

The first step in the Voluntary Annexation process is to direct the City Clerk to investigate the sufficiency of the petition. However, if Council approves the Resolution proposed by staff to streamline the process in order to assist development with a more timely and economical process, the City Clerk can complete the first step before seeking Council consideration. In anticipation, the City Clerk has conducted the required investigation and found as a fact that said petition is signed by all owners of real property lying in the area described. As provided in North Carolina General Statute 160A-31, a Resolution has been prepared scheduling a Public Hearing for this annexation for the February 16, 2016 Meeting.

Financial Impact

Financial impacts will be presented with the Public Hearing agenda item.

Action Needed

Consider the Resolution Scheduling a Public Hearing

Recommendation

Staff recommends Council adopt the Resolution as presented.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

- A Certificate of Sufficiency
- B Proposed Resolution
- C Voluntary Petitions
- D Location Map



Staff Report

Consent
Agenda
Item:

4

Voluntary Annexation Petition

Carl J Beacham Sr Trust – 1.14 Acres

Introduction

The area proposed for annexation is located within the City's Extra Territorial Jurisdiction (ETJ) and is contiguous to the current City limits.

The tract is located on Western Blvd Ext adjacent to Marine Federal Credit Union and across from Forum Road. The site is surrounded by the corporate limits. The developers anticipate locating a Aldi grocery store on the site.

Procedural History

- February 2, 2016 – Council adopted a Resolution authorizing Voluntary Annexation Petitions to be investigated for sufficiency upon receipt.
- February 2, 2016 – Council receives certification of the petition and considers a Resolution scheduling a Public Hearing.
- February 16, 2016 – Proposed Date to conduct a Public Hearing and for Council to consider adopting the Annexation Ordinance.
- February 16, 2016 – Proposed Effective Date of Annexation Ordinance.

Stakeholders

- Carl J. Beacham Trust (Carl Beacham Jr, Fred Beacham, Steve Beacham)
Owner/Petitioner
- TriCorp Investments, LLC and Ray Properties
- Citizens of Jacksonville

Options

Pass the Resolution Scheduling the Public Hearing: **RECOMMENDED**

Pros: The site is contiguous to the current corporate limits and is proposed for future development.

Cons: None

- Deny the Resolution
Pros: None
Cons: This action would conflict with past actions associated with contiguous property proposed for future development.
- Defer Consideration – Should Council desire additional information, provide direction to staff on the specific information Council would like to receive..

CERTIFICATE OF SUFFICIENCY

CARL J BEACHAM SR TRUST – 1.14 ACRES

TO: THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, NORTH CAROLINA

I, Carmen K. Miracle, City Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-31, as amended.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Jacksonville, this 27th day of January, 2016.

Carmen K. Miracle
City Clerk

Parcel I.D. 339-4.2

Attachment

A

RESOLUTION (2016-)

RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION
OF ANNEXATION PURSUANT TO G. S. 160A-31, AS AMENDED

CARL J BEACHAM SR TRUST
1.14 ACRES

WHEREAS, a petition requesting annexation of the area described herein has been received;
and

WHEREAS, the City Council has by Resolution authorized the City Clerk to investigate the
sufficiency thereof; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petition has been
made;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Jacksonville,
North Carolina:

Section 1. That a public hearing on the question of annexation of the area described herein
will be held at City Hall at 7 o'clock, P.M. on the 16th day of February, 2016.

Section 2. The area proposed for annexation is described as follows:

1.14 ACRE TRACT

**LOT 2 - RECOMBINATION PLAT – DR. CHARLES LESEENE DIVISION
JACKSONVILLE TWP., ONSLOW COUNTY, NORTH CAROLINA**

Commencing at a point located where the centerline of N.C. Highway 53 (formerly NCSR 1470 – commonly known as Western Boulevard – 200 foot right of way) intersects the centerline of NCSR 1336 (commonly known as Henderson Drive – 100 foot right of way); and running thence along the said centerline of N.C. Highway 53 along a curve to the right having a radius of 5729.58 feet and a chord bearing and distance of South 42 degrees 43 minutes 00 seconds East 452.41 feet to a point, thence South 39 degrees 27 minutes 19 seconds East 68.30 feet to a point; thence leaving the said centerline and running North 51 degrees 38 minutes 04 seconds East 100.00 feet to a point located along the Northeastern right of way of N.C. Highway 53; thence along the said right of way along a curve to the left having a radius of 5829.58 feet and a chord bearing and distance of North 47 degrees 35 minutes 11 seconds West 1447.63 feet to a point, said point also being ***THE TRUE POINT OF BEGINNING***; thence from the described beginning and continuing along the said right of way along a curve to the left having a radius of 5829.58 feet and a chord bearing and distance of North 55 degrees 42 minutes 05 seconds West 199.98 feet to a point; thence leaving the said right of way and running North 33 degrees 01 minutes 15 seconds East 250.00 feet to a point; thence South 55 degrees 42 minutes 05 seconds East 199.98 feet to a point; thence South 33 degrees 01 minutes 15 seconds West 250.00 feet to the point and place of beginning. Containing 1.14 acres and being described as Lot 2 described in Map Book 35 Page 50 of the Onslow County Registry and being subject to all easements of record. The courses contained herein are correct in angular relationship and are referenced to N.C. Grid North. **JOHN L. PIERCE, P.L.S., L-2596 September 17, 2015**

Section 3. Notice of said public hearing shall be published in the Daily News, a newspaper having general circulation in the City of Jacksonville, at least ten (10) days prior to the date of said public hearing.

Adopted by the Jacksonville City Council in regular session this 2nd day of February, 2016.

Sammy Phillips, Mayor

ATTEST:

Carmen K. Miracle, City Clerk

PETITION FOR ANNEXATION

DATE 1/6/16

TO THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, NORTH CAROLINA:

1. I/We, the undersigned owner(s) of real property hereinafter described, respectfully request that the area described below be annexed to the City of Jacksonville, in accordance with the provisions of Section 160A-31 of the General Statutes of North Carolina.
2. The area to be annexed is contiguous to the corporate limits of the City of Jacksonville, North Carolina, and the boundaries of such territories are as described below.

OWNER SIGNATURE(S), NAME(S) . PRINTED OR TYPED, AND ADDRESS(ES)

Fred Beacham FRED BEACHAM ~~1839 Western Blvd Ext~~
Western Blvd Ext (See Attached)

PROPERTY DESCRIPTION

See attached metes and bounds description

PETITION FOR ANNEXATION

DATE

7-27-16

TO THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, NORTH CAROLINA:

1. I/We, the undersigned owner(s) of real property hereinafter described, respectfully request that the area described below be annexed to the City of Jacksonville, in accordance with the provisions of Section 160A-31 of the General Statutes of North Carolina.
2. The area to be annexed is contiguous to the corporate limits of the City of Jacksonville, North Carolina, and the boundaries of such territories are as described below.

OWNER SIGNATURE(S), NAME(S) PRINTED OR TYPED, AND ADDRESS(ES)

Carl J. Beacham CARL J BEACHAM

PROPERTY DESCRIPTION

PETITION FOR ANNEXATION

DATE 7-27-16

TO THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, NORTH CAROLINA:

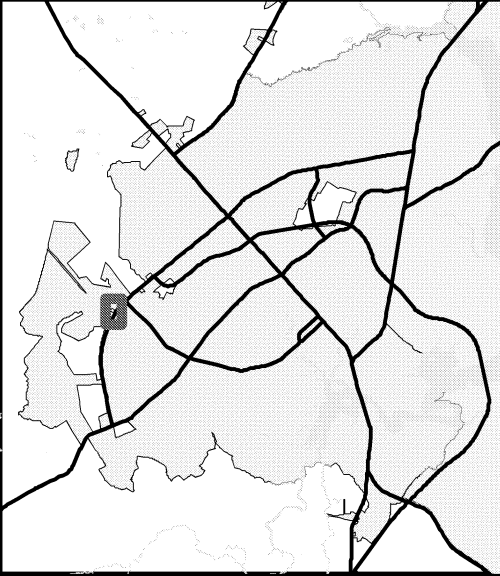
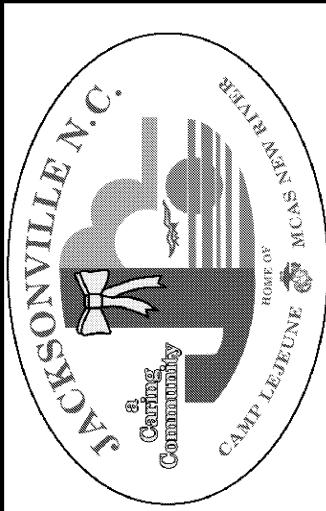
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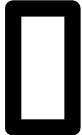


Monte Steven Beacham
monte STEVEN Beacham

PROPERTY DESCRIPTION

Annexation - Beacham Property



Legend

-  Annexation Site
-  Parcels
-  City Limits



Disclaimer: This Map is intended to use for planning purposes only. City of Jacksonville or its individual departments are not liable for any data inaccuracies. Once again this map should not be used for any legal boundary determinations and data displayed on this map is collected from various different sources.

